



## **AB 2188 Template for Staff Report**

TO: Honorable Mayor and City Council

FROM: \_\_\_\_\_

**SUBJECT: ORDINANCE OF THE CITY COUNCIL OF THE CITY OF \_\_\_\_\_  
ADDING SECTION \_\_\_\_\_ TO THE \_\_\_\_\_ MUNICIPAL CODE  
RELATING TO EXPEDITED PERMITTING PROCEDURES FOR SMALL  
RESIDENTIAL ROOFTOP SOLAR SYSTEMS.**

### **BACKGROUND:**

Section 65850.5(a) of the California Government Code provides that it is the policy of the State to promote and encourage the installation and use of solar energy systems by limiting obstacles to their use and by minimizing the permitting costs of such systems. In furtherance of that objective, Section 65850.5(g)(1) of the California Government Code requires that, on or before September 30, 2015, every city, county, or city and county must adopt an ordinance that creates an expedited, streamlined permitting process for small residential rooftop solar energy systems.

Section 65850.5(a) of the California Government Code provides that it is the policy of the State to promote and encourage the installation and use of solar energy systems by limiting obstacles to their use and by minimizing the permitting costs of such systems. In furtherance of that objective, Section 65850.5(g)(1) of the California Government Code requires that, on or before September 30, 2015, every city, county, or city and county must adopt an ordinance that creates an expedited, streamlined permitting process for small residential rooftop solar energy systems.

The City currently expedites the review of such applications by reviewing and issuing applications (explain method or processing such as over the counter or the typical amount of time taken for processing, etc.). The City also currently can accept and approve such applications (at the building counter and/or electronically through the City's website or fax). The City, then by current process, already expedites the review of such applications.

The City, however, needs to adopt the ordinance mandated by Section 65850.5(g)(1). The attached ordinance is intended to satisfy that requirement. The ordinance codifies the requirements of Section 65850.5(g)(1), such as accepting and approving applications electronically, directing the City's Building Official to develop a checklist of all requirements with

which small rooftop solar energy systems shall comply to be eligible for expedited review, and authorizing the Building Official to administratively approve such applications.

**FISCAL IMPACT:**

Option 1:

There is no anticipated fiscal impact as the costs would be recovered through existing building permit fees. As noted, the Building Division is currently providing expedited review and electronic submittal of applications for small residential rooftop solar systems.

Option 2:

The fiscal impact to the City would be \$\_\_\_\_\_. This includes the total estimated cost for developing the following mandated elements of the expedited permitting processing, (1) A Small Residential Solar Photovoltaic Checklist identifying all required documentation for expedited review, (2) A method allowing for the electronic submittal of permit application and related documents, (3) A policy on acceptance of electronic signatures, (4) Adding permanent or contract staff to comply with the required deadlines for expediting review and inspection.

**RECOMMENDATION:**

Staff recommends that City Council introduce the proposed ordinance and set a public hearing for adoption of the ordinance on \_\_\_\_\_.

**ATTACHMENTS:**

Ordinance